Topics:

# IBM Mainframe Batch Job Processing [1]

Issue Date: 11/01/2007

Revision Effective Date: 11/01/2007

## **PURPOSE**

This standard specifies correct use of the automated scheduler (**Control-M**) and tools to modify batch job data for IBM Mainframe **Production** and **Test** jobs. These standards will ensure that a uniform method is used by all state agencies managed by GTA-ITIS.

## **SCOPE**

The scope of this standard applies to all GTA-ITIS managed computer facilities in all affected Georgia state agencies.

### **STANDARD**

## <u>Production Batch Processing Standards</u>

- Batch jobs shall run only during the following schedule:
  - Monday through Friday from 7:00 P.M. to 7:00 A.M.
  - Friday from 7:00 P.M. to Monday 7:00 A.M.
- GTA-ITIS is responsible for all computer managed environments which includes backing up production libraries, operating systems, utilities, and middleware.
- The agency is responsible for maintaining and backing up production data.
- GTA-ITIS Operations will manage all production batch jobs using the automated scheduler **Control-M** after meeting the Production Acceptance Standards documented in **Doc Ref Number OP\_STD\_0003**. The following are set-up standards for the libraries in **Control-M**:
  - Production jobs must point to the *Change Man* production library. For example:
    - ?(CCJP.PROD.JCL or #CCOP.PROD.JCL for the Department of Revenue)
  - Use the **Override library** only as a single event to correct a problem. If the correction is permanent, then a permanent change needs to be made to the production library.
  - The **Documentation library** must point to the *Change Man* documentation library. *For example:* 
    - ?(CHNM.PROD.DOC or CHNM.PRODRT.DOC for the Department of Revenue)
- The production job class must never change. See ?Batch Job Class Standards? on **Doc Ref Number: OP\_STD\_0003** for a list of valid production batch job classes.

#### **Test Batch Processing Standards**